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Applying For Jobs

With unemployment running at high levels, particularly amongst the young, the skills required for interviews take on even more importance.

Regrettably, unemployment often leads to a lack of confidence in one's own skills and abilities. Yet, having confidence in the product is the first rule of selling anything (including yourself at an interview)

This interactive and practical programme is designed to help candidates to prepare for and present themselves at interviews in a way that should greatly improve their chances of success.

Course Content

Creating personal skills and strength

Writing a pro-active and effective C.V.

Understanding job descriptions

How to research companies

Preparing for the interview

Communication skills

Presenting and 'selling' yourself

Answering questions honestly

What questions to ask